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COMPT 87-1655



11 December 1987

MEMORANDUM FOR: Deputy Director for Administration

FROM: Daniel A. Childs, Jr.  
Comptroller

SUBJECT: Improvements to Year-end Processing

REFERENCE: Director of Administration Memorandum dated 20 March 1987  
Subject: DA Responses for Improvements to Year-end Processing

*But:-*

1. I have reviewed your suggestions for improving the year-end closing process and believe that they will go a long way toward overcoming the problems we encountered last year. I have approved your recommendation to close the fiscal year for contractual obligations on 15 September, but request that you add a provision that allows for Comptroller approval of exceptions

2. In addition, I believe paragraph five of [ ] should be modified to require Deputy Director approval of waivers for requisitions under \$25,000 after 1 August 1987. It seems to me that 1,119 requests (see attachment D of reference) for waiver in the month of September is excessive. By moving the approving authority higher in the chain of command, perhaps we will be able to cut these requests to a more reasonable level. [ ]

3. I appreciate your cooperation in this matter and request that we be involved in the quarterly meetings with OF, OL, and OIT on this subject. [ ]

[ ]  
Daniel A. Childs, Jr. *30-1*

Attachment:  
As stated

*Discussed with Ex Com.  
Understand where Comptroller comes from, but if  
FY can't get started on time, can't do this*

*2/4 Per discussion with  
Bill Drenth this  
participated in this  
EXCOM mtg.*

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